

WOODCHURCH PARISH COUNCIL

MINUTES 224

Minutes of the Ordinary Meeting of the Parish Council held on Thursday 25th April 2024

The meeting started at 7.00 pm.

In attendance:

Cllrs Lucy Quinn (Chair), Wade Nash, Rob Woods.

Also in attendance were Ian Philo Clerk, and 2 members of the public.

1. Apologies for Absence

Councillors Gina McKay and Neil McKay sent their apologies and were approved. Councillor Julian West has resigned as Councillor to Woodchurch Parish Council. County Councillor David Robey sent his apologies. Ashford Borough Councillors David Ledger and Aline Hicks sent their apologies.

2. Declarations of Interest

2.1. Disclosable Pecuniary Interests

None.

2.2. Other Significant Interests

None

2.3. Other Interests

Councillors Lucy Quinn and Wade Nash declared their interest in item 7 as trustees of the Woodchurch Village Green Charity, and both Councillors requested dispensation. The Clerk granted dispensation.

3. Acceptance of Minutes:

The minutes of the ordinary meeting held on the 28th March 2024 were agreed as a true record.

Proposed by Councillor Wade Nash, seconded by Councillor Rob Woods.

Motion carried 3-0.

Meeting adjourned for public participation 7.08 pm.

A member of the public wanted to thank Councillor Rob Woods for his work putting together the Village Plan for the Annual Parish Meeting.

Meeting reconvened at 7:05 pm.

4. Planning applications

4.1. NOT/2024/0744

New Cricket Pavilion, The Green, Woodchurch. For notification that the Ashford Borough Council Tree Officer (Philipp Cook) instructed the Parish Council to make

safe the Horse Chestnut tree at the rear of the pavilion building.

4.2. PA/2024/0716

8 Front Road, Woodchurch, TN26 3QE.

Operational development to include single-storey rear extension, dormer windows, roof-light and flue in association with prior approval (NOT/2023/2063).

This was noted as the 3rd generic of the application and the council continues to support it.

The council voted 3-0 to support this application. Proposed by Councillor Lucy Quinn and seconded by Councillor Rob Woods.

4.3. PA/2024/0575

2, Mill View, Woodchurch, TN26 3QN.

Single Storey rear extension and changes to fenestration following demolition of conservatory.

The council voted 3-0 to support this application. Proposed by Councillor Lucy Quinn and seconded by Councillor Wade Nash.

4.4. PA/2024/0585 and PA/2024/0558

Clappers Mead, Bethersden Road, Woodchurch, TN26 3QL.

Listed building consent and planning application for single-storey rear extension and link extension following demolition of existing outbuilding at rear and part of long outbuilding. Internal alterations including insertion and removal of walls, insertion of windows and external landscaping.

The council voted 3-0 to support both applications. Proposed by Councillor Wade Nash and seconded by Councillor Rob Woods

5. Retrospective Approval to Make Safe Tree on Village Green.

The council agree to payment of £950 plus VAT for the Horse Chestnut tree behind the sports pavilion to be made safe at the request of the Ashford Borough Tree Officer.

The Council voted 3-0 in favour. Proposed by Councillor Rob Woods and seconded by Councillor Wade Nash.

6. Agree to Increasing the Emergency Limit in Financial Regulations.

The council agreed to increasing the limit for emergencies from £500 to £1,000.

The Council voted 3-0 in favour. Proposed Councillor Rob Woods and seconded by Councillor Wade Nash.

7. Approval for Carnival Committee to Use Wildflower Meadow.

The council agreed in principle to Sound-Baths (a holistic yoga activity) using the village green extension, subject to there being no damage to the wildflower meadow after consultation with Peter Buckley.

The council voted 3-0 in favour of the proposal.

Proposed by Councillor Rob Woods and seconded by Councillor Wade Nash.

8. Grants and Donations Policy.

The council agreed to defer this item to a later meeting, pending further revisions to

the policy wording.

The Council voted 3-0 in favour to defer. Proposed by Councillor Wade Nash and seconded by Councillor Lucy Quinn.

9. Noticeboard Policy.

The Council agreed to defer to a later meeting pending some further amendments to the policy wording.

The Council voted 3-0 in favour to defer. Proposed by Councillor Rob Woods and seconded by Councillor Wade Nash.

10. Appeals Committee.

The Council agreed to adopt the Terms of Reference to the Appeals Committee.

The Council voted 3-0 in favour of the proposal. Proposed by Councillor Rob Woods and seconded by Councillor Lucy Quinn.

11. Staffing Committee.

The Council agreed to adopt the Terms of Reference for the Staffing Committee.

The Council voted 3-0 in favour. Proposed by Councillor Lucy Quinn and seconded by Councillor Rob Woods.

12. Village Plan.

The council thanked Councillor Rob Woods for all his hard work in putting together an excellent village plan.

It was agreed that the wording be altered in sections relating to the Village Green, churchyard, parking, power to The Hub, and to widen the scope to promote well-being in the village.

The Council voted to approve the plan subject to changes in the wording.

The Council voted 3-0 in favour. Proposed by Councillor Lucy Quinn and seconded by Councillor Wade Nash.

13. Finances.

13.1. Fourth Quarter Report.

Significant increase in fourth-quarter spending to £12,795 with the purchase of a new noticeboard of £2,136 and part payment to Aspire for maintenance work to the play area carried out to date of £1,895.

Receipts were £901 which was made up of £893 VAT refund and £8 refund from the Newsletter. £5,000 was transferred from the savings account to the current account to cover April costs until the 2024-2025 precept payment is received.

As of 31st March reserves in the savings account stood at £65,600 with £6300 in the current account, equalling a total of just over £71,000 carried into the new financial year.

13.2. Bank Reconciliation and April Items for Payment.

Bank Reconciliation	March 2024
Opening Balance	£7532.98
Salaries & HMRC	1330.88
Running Costs	4771.58
<u>Pavilion Utilities</u>	<u>66.00</u>
Total	6168.46
Income (Transfer from Deposit Account)	5000.00
<u>Expenditure</u>	<u>6168.46</u>
<u>Cashbook Closing Balance</u>	<u>£6364.52</u>

Bank Statement Balance	£ 7532.98
Income	5000.00
Expenditure	6168.46
<u>Bank Closing Balance</u>	<u>£6364.52</u>

Difference **0.00**

Reserve Account	
Opening Balance	70557.03
Transfer to Current A/C	5000.00
<u>Interest</u>	<u>77.90</u>
Balance	£65634.93

Items for Payment	April 2024
Maiden Accountancy	36.00
Salaries & HMRC (TBC)	1178.68
EDF	66.00
KALC (Overdue councillor training from July)	48.00
KALC (Annual membership)	858.47
Memorial Hall (Hall hire for APM)	18.00
Ian Philo (Petrol reimbursement Feb & March)	64.80
D Jarvis (Petrol)	14.50

Total**£ 2284.45**

Clerk to investigate if the Parish Council is required to agree on new beneficiaries at the May meeting.

14. Correspondence and Information.

Correspondence.

Received correspondence regarding replacing the white fingerpost sign and reusing the old red telephone box as a book exchange. As these items are the property of the Museum, some background was provided and any further enquiries to be directed to the Museum.

Request for hedges to be trimmed. Contrary to public opinion, hedges maybe cut at any time of the year, provided they are ether inspected first by an accredited wildlife officer, and/or trimmed by an accredited wildlife person during the nesting season.

Weald of Kent Rotary Club organising a North Downs Walk on the 9th June to raise funds for Cancer Research. They have made a request to parish councils in Kent to display a poster on noticeboards and in newsletters.

KCC have sent the results of the traffic monitoring surveys around the village, the results came in too late to assess before this month's meeting. We are still awaiting a new schedule for the one to be carried out along Redbrook Street.

UKPN have carried out a network survey which has thrown up some issues. As a result, the existing network is unable to support the power demands requested by the Parish Council. This has now been escalated to their larger Projects Team.

The Clerk can confirm that Tim Bushnell has been allocated as the Project Designer and a new job reference of 8500296394.

Regarding an oak tree which has become very large along the footpath leading up to the windmill, a resident has requested if anything can be done to cut back some of the foliage which is blocking out the light. Ownership of the tree needs to be ascertained.

15. Items for information and items to be included on the next agenda.

Information:

To transfer £15,000 from the current account to the deposit account after receipt of the first precept payment.

Items for the next meeting agenda.

To agree Grants and Donations Policy

To agree the Noticeboard Policy

16. Date and venue of next meeting.

Thursday 30th May 2024 starting at 7.00 pm in the Memorial Hall Annexe

There being no further business the Chair closed the meeting at 8:35pm.

Signed _____
Chair

Dated _____